

Summary Minutes
Designated Agency Safety and Health Official (DASHO) Council
Thursday, August 11, 2005
Room 3239 MIB – 10:00 – 11:30 pm

Welcome – Kathleen J.H. Wheeler, Deputy Chief Human Capital Officer and Department DASHO

Safety and Health Training – Kathleen J. H. Wheeler
Discuss safety and health training requirements (mandatory vs. non-mandatory)

Kathleen opened the meeting and discussed mandatory vs non-mandatory safety and occupational health training. Kathleen said that it is important that the mandatory training be conducted and completed. Keith Anderson from USGS said that USGS made the training mandatory. However, there were many issues related to the web-based training and that if they had it to do over again, they would most likely not make the training mandatory. Michelle Chavez, the Director, Strategic Development of Human Capital, asked if anyone compiled a list on mandatory safety training? Dick Powell with NPS stated that some DIOU courses worked and some didn't. Kathleen said to hold DIOU accountable for their training courses. Paul Henne in FWS, shared that the safety managers provide overall training. Marcy Rogers provided an e-mail containing a breakout explaining how FY 05 Initiative money was spent. The annual plan for Initiatives allowed for \$304,000. and there is \$1,579 left.

Ross Allan with DOIU, provided a status of web-based safety and health training. He distributed a copy of, "Web-Based Safety Training – Project/Funding Status – July 31, 2005."

In addition, Kathleen asked the DASHOs to work on safety and occupational health performance element language for standards in 2007. This topic was discussed at length, later in the meeting by both Kathleen and Marilia.

Safety and Health Council Report - Sandy Guches, Chair and Safety Manager, BLM
Sandy will report on DOI Safety Seminar – March 2006 – decision on location, Other DOI Safety Initiatives – FY 2006 (copies to be distributed), and DASHO Individual Meetings

Sandy announced that use of funds in the amount of \$75,000. were approved for the DOI Safety and Occupational Health Seminar. The Seminar will be held in San Diego, California, March 27 – 31, 2006. The Technical Committee is developing the agenda and considering tracks that address best practices and lessons learned. In addition, a Logistics Committee has been named. The Seminar theme is "Focus on Prevention."

Sandy addressed three (3) other Initiatives. She spoke about the 485 DM Safety - Core Competency Development Initiative, and shared that they need to begin to develop training across the Department, and then approve the initiative. This Initiative is a 2 year proposal and the cost is \$123,000. Sandy provided copies of the following three Initiatives: "Safety – Core Competency Development Initiative," "Safety Management

Information System – Lifecycle Hardware and Software” (proposed \$75,000. reduced to \$50,000.), and “Safety Management Information System – Help Desk Contract” (\$75,000.) An “Update – DOI Safety and Health Council” was distributed to all DASHOs.

Safety Award Presentation – Kathleen J. H. Wheeler

Discuss plans for presenting Safety Awards and date

Kathleen said it didn’t work out so well this year. However, the awards were hand carried and delivered to each Bureau Director’s office. The Bureau Directors/Deputies are in the process of making arrangements for the employee award presentations within their bureaus.

Paul Henne wanted to know how the award was presented in the past? He wanted to know if the recipients showed up for the awards? Bob Garbe answered and said we presented these awards at either the Seminar or during “Safety and Health Awareness Week.”

Diane Schmitz said that a memo would be coming out in October, to request nominations for the awards that represent 2005 accomplishments, and these awards will be presented at the 2006 Seminar.

Workers CompensationUpdate - Marilia Matos, Director, Office of Human Resources *Department of Interior Workers’ Compensation Program Evaluation Report*

Kathleen introduced Marilia. Marilia announced that there is a vacancy for a Workers’ Compensation Program Manager, GS-14 position. This position is at the Department level. Kathleen and Marilia need people to interview candidates for this vacancy. Dick Powell with NPS, delegated Steve Rosen as a possible interviewer. Kathleen and Marilia asked that the DASHOs please submit their written suggestions directly to Nancy Miller, in Human Resources, regarding safety and occupational health performance element language, to be used for bureau level executives and SES performance plans/appraisals. It was discussed by all, that this is an opportunity to hold our bureau level executives/SES leadership accountable for the safety, health and well-being of our employees, while ensuring a safe place/environment in which to work.

Bureau/Office Reports – DASHOs

Updates on any bureau/office activities

Larry Todd in BOR, announced that he will be coming to Headquarters, the 2nd Friday of every month. He suggested that when the DASHO Council meetings are scheduled, it would be helpful to schedule the meeting on the second Thursday of the month. Also, Larry asked that once meetings are scheduled, that it is important to not continually cancel and reschedule the meetings.

Next meeting was scheduled for October 13, as a result of Kathleen reaching an agreement with the DASHOs, regarding the best meeting date.